

Clapham cum Newby Parish Council

Dear Councillor

5th December 2025

You are summoned to attend the next meeting of Clapham cum Newby Parish Council, to be held on Thursday 11th December 2025 at 7:30 in Clapham Village Hall.

The public and the press are invited and parishioners' participation will be taken at the start of the meeting and at other times at the Chairman's discretion. The time allowed may be restricted by the Chairman to 15 minutes.



Steven Culver (Parish Clerk)

AGENDA

- 1. To receive apologies**
- 2. Code of Conduct and Disclosable Pecuniary Interests**
 - 2.1 To receive any declarations of interest not already declared under the Council's code of Conduct or a members Register of Disclosable Pecuniary Interests
 - 2.2 To receive, consider and decide upon any applications for dispensation
- 3. To confirm the minutes of the meeting held on 15th October 2025 as a true and fair record**
- 4. To receive updates on actions from previous meetings**
- 5. To receive the Police Report**
- 6. Highways, Streetlight, Road Signage and Boundary Markers**
 - 6.1 To receive requests and decide further action on:**
- 7. Byways Open to All Traffic Update**

Interim decision re Thwaite's Lane
- 8. To receive information on the following ongoing issues and decide further action where necessary:**
 - 8.1 Parish Maintenance Matters**
 - i) To consider whether any work should be assigned to independent contractors
 - 8.2 The community emergency plan, community defibrillator training and other topics related to the emergency services**
 - 8.3 Climate Emergency**
- 9. To consider and decide upon the following planning applications**
 - i) **C/18/49H** Householder planning permission for replacement windows and doors at *Bishopswood, Church Avenue, Clapham, Lancaster, LA2 8EA*
 - ii) **ZA25/27485/HH** Householder permission for a single-storey extension: *Lodge Bank Farm, Clapham Road, Clapham, Lancaster, LA2 8HL*
- 10. To receive the following planning decisions / information**
 - i) **C/18/624C & C/18/624D/LB** Full planning permission to rebuild the stone columns on new concrete slabs using reclaimed stone from previous columns and lime mortar; replace all deteriorating timber with new C24 preservative treated timber to match the form of the existing trusses, ridge, purlins and eaves beam; refurbish and refit the metal ties; re-lay the roof using reclaimed slates from the current roof and reclaimed ridge tiles where possible; install new cast-iron rainwater goods finished in black and installation of 14 new PV panels within the newly re-laid roof on the south side to sit flush within the slate roof at **The Log Store, The Old Sawmill, Eggshell Lane, Clapham, LA2 8DU Approved - Conditional**
 - ii) **C/18/624E & C/18/624F/LB** Full planning permission for installation of 28 photovoltaic (PV) panels to roof at **The Old Sawmill, Eggshell Lane, Clapham, LA2 8DU Approved – Conditional**
 - iii) **ZA25/26991/LBC** Listed building consent for repositioning of overhead service cable and associated works **Lower Hardacre House, Benthams, Lancaster, LA2 7AT**

11. Employment Matters

To Receive the change in the Clerk's PAYE coding to remove the small payments to HMRC each month. Also to note the outstanding balance with HMRC that will now need to be reclaimed of £11.80

12. Financial Matters

12.1 To receive the detailed bank statements as at 30th November 2025 of;

HSBC1 £6,524.85

HSBC2 £13,324.79

12.2 To receive Bank reconciliations as at 30th November 2025

12.3 To consider the following payments

i) Clerk's December Salary - £355.40

ii) Village Hall December Meeting - £18.00

iii) Wel Medical (CRO Defib pads) - £216.05

iv) Clerks Expenses (Sep – Dec incl. Laptop Purchase) £440.44

12.4 To receive the final draft of the 2026/27 budget net expenditure £8,976

13. Matters for Consideration

13.1 To receive and respond to items of correspondence received prior to this meeting

i) Newby Street Light potential repairs

ii) Locality Budget Grant Acceptance

iii) NYC Cost of Living Campaign

iv) Feedback for YDNPA new website

v) Monk Fryston PC campaign re Speed Indicator Devices & NYC policy

vi) Area 5 Workshops Jan / Feb '26

vii) Parish Maintenance Update

viii) Meeting dates 2026

ix) Newby flooding Sept' and local residents actions

x) Incineration of rubbish in Clapham

13.2 To receive and respond to items of correspondence received too late for inclusion on this agenda

14. To notify the Clerk of matters for inclusion on the agenda of the next meeting

15. Parishioner Matters Arising – Items not raised at start of the meeting but now relevant because of previous discussions.

16. To confirm the dates of the next meeting as Wednesday 20th January 2026 at 19:30